

A regular meeting of the Keene City Council was held Thursday, December 7, 2017. The Honorable Mayor Kendall W. Lane called the meeting to order at 7:00 PM. Roll called: Carl B. Jacobs, Janis O. Manwaring, Robert J. O'Connor, Terry M. Clark, Bartolmiej K. Sapeta, Randy L. Filiault, Thomas F. Powers, Robert B. Sutherland, George S. Hansel, Gary P. Lamoureux, Stephen L. Hooper, Bettina A. Chadbourne, Philip M. Jones and David C. Richards were present. Councilor Mitchell H. Greenwald was absent. Councilor Sapeta led the Pledge of Allegiance. A motion by Councilor Richards to accept the minutes from the November 16, 2017 regular meeting was duly seconded. The motion passed with a unanimous vote in favor.

ANNOUNCEMENTS

The Chair announced the City Council's holiday party will be held immediately after the last City Council on December 21, 2017. The Municipal Services, Facilities and Infrastructure Committee, the Planning, Licenses and Development Committee, and the Finance, Organization and Personnel Committee will be canceled for the following week. . The inauguration of the 2018/2019 City Council will be January 1, 2018 at noon.

PUBLIC HEARING – COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION

Mayor Lane stated that before opening the hearing on the CDBG grant application for the Monadnock Food Co-op, he wanted to go over the process that will be followed this evening. He explained that in the past, these hearings have been conducted by the Keene Housing Authority. From this point forward, these hearings will be before the City Council. The Community Development Financing Authority has very specific protocols on how these public hearings are handled. Accordingly, this hearing will be handled differently than what we are typically accustomed to.

Mayor Lane continued the hearing notice identifies three separate components: the actual CDBG application, the Housing and Community Development Plan and the Residential Anti-displacement and Relocation Assistance Plan. The Mayor explained he will be opening and closing each of these three segments separately. He noted that upon close of the final hearing, his intent would be to call forward the Finance, Organization and Personnel Committee's recommendation and Resolution R-2017-38. Finally, because the filing deadline for this application is fast approaching, he would be looking for a suspension of the Rules of Order to allow action on the Resolution this evening.

The Mayor opened the first public hearing to address a proposed Community Development Block Grant application at 7:06 PM. The Notice of Hearing and Certificate of Publication were read. The Mayor went on to recognize Rebecca Bullock from Southwest Region Planning Commission to address the grant request.

Rebeckah Bullock, Community Development Specialist, with SWRPC explained that Community Development Block Grant (CDBG) funds are available to municipalities for economic development, public facility and housing rehabilitation projects that primarily benefit low and moderate income people. The City of Keene is eligible to receive up to \$500,000 a year for public facility/housing rehabilitation, up to \$500,000 a year for economic development

projects, as well as up to \$500,000 a year in emergency funds. Feasibility Study funds are available for up to \$12,000. Rebeckah Bullock provided a handout describing the NH Community Development Block Grant Program eligible activities that included the area HUD income limits.

Rebeckah Bullock provided a project handout. The proposed application to the Community Development Finance Authority (CDFA) is for up to \$500,000 in CDBG funds. The CDBG would be subgranted to Monadnock Economic Development Corporation (MEDC) and/or Cypress St. Development, LLC, of which MEDC is the sole member, which would use the net proceeds of the CDBG to purchase Unit G on the Railroad Land in downtown Keene and to cover soft costs related to the expansion of the building that Cypress St. Development, LLC owns and leases to the Monadnock Food Co-op. The Co-op will create up to 25 new jobs as a result of this expansion project, of which at least 60% will be filled by individuals from low to moderate income households. The total project is anticipated to exceed \$1.5 million of new investment in downtown Keene. Ms. Bullock went on to state that here this evening are Jack Dugan from MEDC and Michael Faber from the Monadnock Food Co-op to answer any questions and provide further details on the project.

The Mayor asked Jack Dugan and Michael Faber to come forward. Mr. Dugan began by stating that the proposed project would expand the existing Monadnock Food Co-op building by 5,700 square feet on the east end of the building where the current outdoor seating is located and into the adjacent dirt parking lot. In addition to expanding the building, the intent is also to build a larger, nicely landscaped outdoor dining area to the east of the expansion. They will also create about 11 parking spaces on the far-east end of the area identified as Unit G to accommodate some additional parking for the Co-op and also to accommodate opportunities for outdoor events put on by the Co-op. Mr. Dugan stated that they would like to undertake this project in the spring or summer of 2018, but an important ingredient to putting this all together is the Community Development Block Grant. He noted he appreciates the Council considering this tonight through suspending its Rules because Block grants are run on a calendar year basis and there is still funding available through the State of NH at the Community Development Finance Authority. If the application is submitted in the next couple of weeks they will be eligible for 2017 funds. That is very important this year because the future availability of these block grants is uncertain. The President's budget zeros it out, and while nobody really expects that to happen, at a minimum there will be a reduction in the level of funding provided. We need to seize the opportunity to get this funding now to help Keene and to create 25 new jobs to help induce the investment of at least a million and a half dollars in this expansion project.

Michael Faber added that the Co-op has been a hugely important addition to the downtown, with over 1,000 customers going through their doors on a given day. He continued they are closing in on 100 staff at the store at this point. They have grown tremendously since they opened, and that growth has brought more healthy food choices to the community. It's brought more support for local farmers and producers, and provided an important piece for the community. They are excited about the potential this new expansion brings. For several years since they have been growing they have questioned in what capacity they would be able to continue to grow while also remaining downtown. Being downtown is important to them and Mr. Faber is thankful that

working with Mr. Dugan and MEDC they have been able to put together a plan that will allow the Food Co-op to expand not only its footprint but also add additional parking that will allow them to continue to do the great things they have done since opening in 2013.

Councilor Chadbourne asked Mr. Faber how many employees the Co-op had when they opened. Mr. Faber answered they started with 50 staff, and the store in many ways has doubled. The number of employees has doubled and their business has doubled; the only thing that hasn't doubled is the size of their building.

The Mayor opened the floor to public comments and questions about the proposed CDBG project. There being none, closed the public hearing for the proposed Community Development Block Grant application at 7:18 PM.

The Mayor opened the second public hearing for discussion of the Housing and Community Development Plan. He noted the plan is attached to the public notice in Councilors packets and is available as a handout for the public. He went on to recognize Rebecca Bullock for comment.

Rebeckah Bullock, SWRPC, explained that The Housing and Community Development Plan was last adopted by the City of Keene on December 1, 2016, and it is required to be reviewed and re-adopted every three years to qualify for CDBG funds. At this time, no changes have been made to the plan. The intent is to revise and update the plan during the next three years, prior to its next adoption.

The proposed CDBG project conforms to the City of Keene's Housing and Community Development Plan goal to: have a strong, local food-based sector of our economy that connects local farms to businesses and the community in various ways, such as through a food coop and farmers market.

The Mayor opened the floor to public comments and questions about the proposed Housing and Community Development Plan. There being none, the Mayor closed the public hearing for the Housing and Community Development Plan

The Mayor opened the third public hearing for discussion of the Residential Anti-displacement and Relocation Assistance Plan and recognized Rebecca Bullock to address the Council.

Rebeckah Bullock of SWRPC explained that if any displacement takes place as a result of the proposed CDBG project, the Uniform Relocation Act must be followed, which requires that any displaced household or business in a project using federal funds must be found comparable housing or commercial space in a comparable neighborhood at a comparable price. Under the certification section of the application, the City will certify that the Residential Anti-Displacement and Relocation Assistance (RARA) Plan is in place, and in the event that it is discovered that this specific project does displace persons or households, a displacement implementation plan must be submitted to CDFA prior to obligating or expending funds. At this time, displacement is not anticipated for the proposed project.

12/7/2017

The Mayor opened the floor to public comments and questions about Residential Anti-displacement and Relocation Assistance Plan. At 7:18 PM there being none, the Mayor closed the public hearing for the Anti-displacement and Relocation Assistance Plan

A true record, attest:

City Clerk

FOP REPORT AND RESOLUTION R-2017-38: RELATING TO AN APPLICATION FOR CDBG FUNDS – MONADNOCK FOOD CO-OP EXPANSION PROJECT

The Mayor pulled from the table the Finance, Organization and Personnel Committee report and Resolution R-2017-38, stating this matter is now before the City Council. A motion by Councilor Jacobs to suspend Section 28 of the Rules of Order, which restricts the City Council from considering a matter the same day as the hearing was duly seconded. On a roll call vote, with 14 Councilors present and voting in favor, the Rules of Order were declared suspended. Councilor Greenwald was absent.

Finance Organization and Personnel Committee report read recommending the adoption of Resolution R-2017-38. The report was filed as informational. Resolution R-2017-38 read for the first time. A motion by Councilor Jacobs for adoption of the Resolution was duly seconded. The motion passed with a unanimous vote in favor. Resolution R-2017-38 declared adopted.

JOINT PUBLIC HEARING WITH THE CONSERVATION COMMISSION – EVERSOURCE ENERGY – TREE TRIMMING ON DESIGNATED SCENIC ROADS

The Mayor opened the public hearing at 7:23 PM. The Notice of Hearing and Certificate of Publication were read. The Mayor noted this is a joint public hearing with the Conservation Commission. He invited the members of the Conservation Commission to come forward to participate in the hearing alongside the Council members. He went on to recognize Kurt Blomquist for an introduction relative to tree trimming on scenic roads.

Mr. Blomquist stated that this evening the Council and Conservation Commission members will be hearing from Eversource Energy, which has requested permission to trim and remove trees on designated scenic roads. He noted there is a process by statute and the City Code to obtain permission. Once a road has been designated as scenic, any kinds of tree maintenance that removes trees of a certain caliber require a public hearing with the City Council and the Conservation Commission. Following that public hearing, the item is referred to the Conservation Commission and the Municipal Services, Facilities and Infrastructure Committee. The Conservation Commission reviews the request and provides a recommendation to the MSFI Committee which will then do the final deliberation and make a recommendation to the City Council. Mr. Blomquist went on to note that representatives from Eversource Energy are present to provide further details on their request.

Ian Farley, Arborist with Eversource, and Cory Keefe, Vendor Arborist with Eversource came forward. Mr. Farley stated he works statewide while Mr. Keefe's efforts are concentrated in the western region of the State, which includes Keene. He explained that every four years their

circuits are trimmed on a cycle, and the circuits in Keene are up for maintenance this year. Tonight they are here to discuss the trimming that is proposed to take place on 12 designated scenic roads in Keene.

Mr. Keefe stated the scenic roads they are requesting permission to trim trees on include: Chapman Road, Concord Hill Road, Concord Road, Daniels Hill Road, Felt Road, Hurricane Road, Langley Road, Moore Farm Road, Peg Shop Road, Stearns Road and Whitcomb's Mill Road. He explained Eversource's specifications call for removing brush and limbs less than four inches in diameter that are located within eight feet to the side and 15 feet above or below their conductors; and, larger trees and limbs which present a threat to Eversource's equipment due to decay or other defect. This is determined on a case by case basis, and all work is performed in accordance with accepted agricultural standards. Mr. Keefe noted the total number of hazardous trees they have identified on the scenic roads is 57. One of the trees is on Old Concord Road, which Mr. Keefe believes is not a scenic road. He continued 24 of the 57 trees have signs of decay or some other structural defect, while 23 are dead, 7 are dying, and two out of the 57 have a heavy lean making them a hazard. There is also one tree that is just very close to the wires. Eversource has contracted with Asplundh Tree Service to accomplish this work.

Mr. Keefe continued that Eversource requires that their trimming contractors contact each land owner prior to commencement of work so that all individual concerns can be addressed at that time. Mr. Keefe continued that all brush and limbs that are cut on roadside locations will be chipped. In wooded undeveloped locations these chips are dispersed into the woods ensuring they do not accumulate in piles or in drainage swales. Near developed land, the chips will be blown into a truck to be disposed of offsite, or offered to the nearby property owners for use as mulch. Brush and limbs cut on inaccessible lines are stacked and left onsite unless otherwise directed by the property owner.

Mayor Lane commented he assumes there will be tree trimming going on City-wide, not just on the scenic roads mentioned this evening. He did not want the public to get the impression this activity would only be occurring on the streets discussed this evening. Mr. Farley agreed stating they have approximately 120 miles of roadway in Keene where trimming will occur on the circuits that are up for maintenance. They are here tonight to specifically request permission to do trimming on scenic roads. He explained they were here four years ago to do similar work, and this time around they will cut back any regrowth as well as any limbs that have reached the four inches in diameter. This will occur in addition to any removals of hazardous trees they are asking to remove.

In response to a question from Councilor Jones, Mr. Farley reiterated the trees they wish to remove and the reason for removal. As a follow up, Councilor Jones asked if the removed trees are replaced. Mr. Farley stated there are no plans to replant trees at this time.

At this time the Mayor opened the public hearing for public comments.

Mr. Walter Lacey of Daniels Hill Road in Keene asked about the timing of this cutting, noting there is a rather large 10 inch diameter dead birch tree adjacent to the Colony Trust property he would like Eversource to consider removing. He further inquired if the City of Keene has a tree

warden. He was interested in knowing who referees any tree issues that come up. The Mayor stated there is a tree warden and queried the Public Works Director Kurt Blomquist as to who was serving in that role. Mr. Blomquist answered that he is currently the tree warden in Keene. In response to the concern about the tree on Daniels Hill Road, Mr. Farley commented that Asplundh has already sent out permission cards to all the affected property owners, and they are aiming to begin their work the first of the year. He added they would be happy to look at the tree

As there were no further comments from the public, the Mayor closed the public hearing to verbal comments at 7:32 PM, noting the hearing would remain open for written public comments until Tuesday, December 12, 2017 at 4:00 PM. Written comments should be signed and submitted to the City Clerk to be considered by the Committee at their next meeting. He went on to state this would be referred to the Municipal Services, Facilities and Infrastructure Committee and to the Conservation Commission for consideration at their next meetings.

A true record, attest:

City Clerk

PRESENTATION – WEST STREET DAM UPDATE – WEST STREET HYDRO

The Chair recognized Kurt Blomquist, Emergency Management Director, for the presentation. Mr. Blomquist explained West Street Hydro had approached the City a number of years ago when the City was looking at the West Street Dam considerations about removal, repair, etc. West Street Hydro completed a proposal potentially putting in a hydro-power facility. The Council did approve city staff to work West Street Hydro to see if it could be done and if it would be practical. He continued that Ken Stewart from West Street Hydro was here to provide the Council an update. Mr. Stewart stated that once the capital investment was paid off and any associated costs the remaining funds would be donated to Open Spaces in Conservation Initiative in Keene.

Since the last time he was at Council there have been new developments in the project. The New Hampshire Department of Environmental Services and the US Fisheries and Wildlife Agency required that we complete several studies before moving forward on permitting on this hydro-power station. The studies cover issues: around the water quality of the river and impounding area and beyond the flow thru the dam; the endangered plant species; and endangered dwarf ledge mussel which lives in the riverbed area.

The water quality the primary concern from the NHDES had to do with the level of dissolved oxygen in the water in the impounding area behind the dam and downstream. Dissolved oxygen in levels had been a concern of NHDES in that area for some time. During the course of the summer and early fall, testings had been conducted and the results show the dissolved oxygen levels are barely over the minimum required levels for a Class B waterway. The tests were done during low flow times and would reflect the lowest levels that could be in the water. During the summer we did not have optimal low levels of water flow. NHDES will require ongoing testing of this water both before and after commissioning a hydropower station in the case that we will move forward. If there are continued concerns of the dissolved oxygen levels then we may or may not be able to move forward with the project. This would be difficult to recover the cost of

the capital and try to generate surplus on an operating basis so this would be self-sustaining and make contributions to the Open Spaces in Conservation Initiative in Keene.

Mr. Stewart continued with the second study was on the endangered plant species. The Canadian quillwort was identified as to something that should be researched. West Street Hydro hired VHB Engineering firm to do field work and create a report for us on what impact it may have on that species of plant by the hydropower station. Mr. Stewart was still waiting on this report.

Mr. Stewart went on to the last study on endangered dwarf ledge mussels. West Street Hydro hired Biodiversity due to the extensive experience of researching dwarf ledge mussel populations in the Ashuelot River and elsewhere. In the late summer, Biodiversity did their work, but the report is not ready at this time.

Mr. Stewart requesting to have more time until next spring to be able finish the assessment of the project feasibility once they have these final study results. This project has become more complicated than originally anticipated. The removal of flashboards, which was part of the originally part of this plan, but were taken out due to raising more water quality questions and they decided to eliminate them and it changes the profile of operations and the ability of the hydro station to generate power, therefore, revenue.

COMMUNICATION – SADIE BUTLER – RESIGNATION – CONSERVATION COMMISSION

A communication was received from Sadie Butler resigning from the Conservation Commission. A motion by Councilor Richards to accept the resignation with regret and appreciation of service was duly seconded. The motion passed with a unanimous vote in favor.

DECLARATION OF VACANCY – BICYCLE PEDESTRIAN PATH ADVISORY COMMITTEE

The Mayor continued that before introducing the nominations, he was declaring a vacancy on the Bicycle Pedestrian Path Advisory Committee. He noted that Emily Coey was no longer able to be active on the Committee due to extenuating circumstances.

APPOINTMENTS AND NOMINATIONS – AGRICULTURAL COMMISSION – AIRPORT ADVISORY COMMISSION – ASSESSORS BOARD – BICYCLE/PEDESTRIAN PATH ADVISORY COMMITTEE – CITIES FOR CLIMATE PROTECTION – CONSERVATION COMMISSION – HISTORIC DISTRICT COMMISSION – LIBRARY BOARD OF TRUSTEES – MARTIN LUTHER KING JR./ JONATHON DANIELS COMMITTEE – PARTNER CITY COMMITTEE – PLANNING BOARD – TRUSTEES OF TRUST FUNDS AND CEMETERY TRUSTEES – ZONING BOARD OF ADJUSTMENT

The following nominations were received from the Mayor: Mark Florenz reappointed to serve as a regular member on the Agricultural Commission with a term to expire December 31, 2020; Charles Daloz reappointed to serve as a regular member on the Agricultural Commission with a

term to expire December 31, 2020; Councilor Bettina Chadbourne to serve as a regular member on the Agricultural Commission with a term to expire December 31, 2019; Frederick Haap, III reappointed to serve as a regular member of the Airport Advisory Commission with a term to expire December 31, 2020; Mitchell Greenwald reappointed to serve as a regular member of the Airport Advisory Commission with a term to expire December 31, 2020; Joe Bendzinski reappointed to serve as a regular member of the Airport Advisory Commission with a term to expire December 31, 2020; Bill Hutwelker reappointed to serve as a regular member of the Airport Advisory Commission with a term to expire December 31, 2020; Mayor Kendall W. Lane reappointed to serve as a regular member of the Airport Advisory Commission with a term to expire December 31, 2019; Curt Hansen appointed to serve as a regular member of the Airport Advisory Commission with a term to expire December 31, 2020; Joshua Greenwald reappointed to serve as a regular member of the Assessors Board with a term to expire December 31, 2020; Edward Guyot reappointed to serve as a regular member of the Bicycle/Pedestrian Path Advisory Committee with a term to expire December 31, 2020; Don Hayes reappointed to serve as a regular member of the Bicycle/Pedestrian Path Advisory Committee with a term to expire December 31, 2020; Dillon A. Benik appointed to serve as a regular member of the Bicycle/Pedestrian Path Advisory Committee with a term to expire December 31, 2020; Drew Bryenton appointed to serve as an alternate member of the Bicycle/Pedestrian Path Advisory Committee with a term to expire December 31, 2019; David Souther appointed to serve as an alternate member of the Bicycle/Pedestrian Path Advisory Committee with a term to expire December 31, 2020; Terry Clark reappointed to serve as a regular member of the Cities for Climate Protection with a term to expire December 31, 2020; Dr. Ann Shedd reappointed to serve as a regular member of the Cities for Climate Protection with a term to expire December 31, 2020; Christopher Brehme reappointed to serve as a regular member of the Cities for Climate Protection with a term to expire December 31, 2020; Alexander VonPlinksy appointed to serve as a regular member of the Conservation Commission with a term to expire December 31, 2018; Art Walker appointed to serve as a regular member of the Conservation Commission with a term to expire December 31, 2020; Brian J. Reilly reappointed to serve as a regular member of the Conservation Commission with a term to expire December 31, 2020; George Hansel reappointed to serve as a regular member of the Conservation Commission with a term to expire December 31, 2020; Erin Benik appointed to serve as a regular member of the Historic District Commission with a term to expire December 31, 2020; Kathleen Kennedy Burke reappointed to serve as a regular member of the Library Board of Trustees with a term to expire December 31, 2020; Jennifer Carroll reappointed to serve as a regular member of the Martin Luther King Jr./Jonathan Daniels Committee with a term to expire December 31, 2020; Dottie Morris reappointed to serve as a regular member of the Martin Luther King Jr./Jonathan Daniels Committee with a term to expire December 31, 2020; Kurt Blomquist reappointed to serve as a regular member of the Partner City Committee with a term to expire December 31, 2020; Antje Hornbeck reappointed to serve as a regular member of the Partner City Committee with a term to expire December 31, 2020; Chris Cusack reappointed to serve as a regular member of the Planning Board with a term to expire December 31, 2020; Douglas E. Barrett reappointed to serve as a regular member of the Planning Board with a term to expire December 31, 2020; Tammy Adams reappointed to serve as an alternate member of the Planning Board with a term to expire December 31, 2020; Michael Forest appointed to serve as a regular member of the Trustees of Trust Funds and Cemetery Trustees with a term to expire December 31, 2020; Michael Welsh appointed to serve as a regular member of the Zoning Board of Adjustment with a term to expire December 31, 2020;

Sean Wallin appointed to serve as a regular member of the Zoning Board of Adjustment with a term to expire December 31, 2019; Jeffrey Stevens appointed to serve as an alternate member of the Zoning Board of Adjustment with a term to expire December 31, 2020.

COMMUNICATION – VICKI BACON, BODY & SOUL ROAD RUNNERS – REQUEST TO USE CITY PROPERTY – RED CAP RUN

A communication was received from Vicki Bacon, from Body & Soul Road Runners, requesting permission for the use of City property for the 4th annual Red Cap Run on February 10, 2018. The communication was referred to the Planning, License and Development Committee.

COMMUNICATION – LINDA MANGONES, CDBG ADMINISTRATOR – ADMINISTRATIVE RESPONSIBILITIES FOR THE CDBG PROGRAM

A communication was received from Linda Mangones, CDBG Administrator, advising that the Keene Housing Authority is in the final stages of closing its administrative responsibilities for the CDBG program; identifying the status of the CDBG fund; and encouraging the City to continue to utilize the fund, which will now be managed by Southwest Region Planning Commission. The communication was filed as informational.

COMMUNICATION – MAYOR LANE – RENAMING CARPENTER STREET FIELD TO THE PATRICIA T. RUSSELL FIELD

A communication was received from Mayor Lane, requesting the City Council consider changing the name of Carpenter Street Field to the Patricia T. Russell Field. The communication was referred to the Municipal Services, Facilities and Infrastructure Committee.

COMMUNICATION – MAYOR LANE – PROPOSED AMENDMENTS TO THE CITY COUNCIL RULES OF ORDER

A communication was received from Mayor Lane, proposing changes to the City Council's Rules of Order to the Planning, Licenses and Development Committee for their review and recommendations. The communication was referred to the Planning, License and Development Committee.

FOP REPORT – ACCEPTANCE OF 2017 STATE HOMELAND SECURITY PROGRAM – FIRE DEPARTMENT

Finance Organization and Personnel Committee report read, recommending the City Manager be authorized to do all things necessary to accept a grant in the amount of \$24,441.59 from the 2017 State of New Hampshire Homeland Security Grant Program. A motion by Councilor Jacobs to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

FOP REPORT – REPORT OF EXPENSES ASSOCIATED WITH 2017 PUMPKIN FESTIVAL AND HALLOWEEN WEEKEND – PUBLIC WORKS DEPARTMENT

Finance Organization and Personnel Committee report read, recommending acceptance of this item as informational. The Chair filed the report into the record as informational.

FOP REPORT – OBSTRUCTION REMOVAL AND MITIGATION – AIRPORT DEPARTMENT

Finance Organization and Personnel Committee report read, recommending the City Manager be authorized do all things necessary to expend existing capital fund dollars appropriated to the Airport Development account 90060 (\$16,567), Airport Easements account 90287 (\$30,000) and Obstruction Removal account 90296 (\$28,433) and to use these funds for additional tree removal and mitigation planting; and that the City Manager be authorized to do all things necessary to carry out the intention of the environmental landscaping plan as developed by SWCA Environmental Consultants for replacement trees along the property line between the airport property and the Edgewood neighborhood. A motion by Councilor Jacobs to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

FOP REPORT – EDGEWOOD OBSTRUCTION REMOVAL – AIRPORT DEPARTMENT

Finance Organization and Personnel Committee report read, recommending the City Manager be authorized to do all things necessary to re-appropriate existing capital funds from the following accounts: Airport Obstruction Clearing account 90286 (\$50,000), Airport Pavement Maintenance account 90170 (\$12,663), Airport Pavement Markings account 90171 (\$12,000) and Airport Development account 90060 (\$337) and to use these funds for tree removal on private property within the Edgewood neighborhood. A motion by Councilor Jacobs to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

FOP REPORT – AUTOMATED WEATHER OBSERVATION SYSTEM - STUDY – AIRPORT DEPARTMENT

Finance Organization and Personnel Committee report read, recommending the City Manager be authorized to all things necessary to expend previously appropriated funds in the AIP Obstruction Removal Account #90296 in the amount of \$4,900 and to use these funds as the City match for a grant-funded study of the Automated Weather Observation System, and to accept the grant funds in the amount of \$98,000 provided by the NHDOT/FAA to study the Automated Weather Observation System and to authorize the City Manager to do all things necessary to accept and expend said funds. A motion by Councilor Jacobs to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

FOP REPORT – 2017 PROPERTY TAX RATE REVIEW – CITY MANAGER

Finance Organization and Personnel Committee report read, recommending acceptance of this item as informational. The Chair filed the report into the record as informational.

FOP REPORT – MOBILE COMPACT SHELVING CONTRACT – CHANGE ORDER #2 – CITY CLERK’S OFFICE

Finance Organization and Personnel Committee report read, recommending the City Manager be authorized to do all things necessary to sign change order #2 with Red Thread Spaces, LLC for an amount not to exceed \$1,504 for a total of \$40,290.17 for contract 02-17-17. A motion by Councilor Jacobs to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

FOP REPORT – MOBILE COMPACT SHELVING CONTRACT – CHANGE ORDER #3 – CITY CLERK’S OFFICE

Finance Organization and Personnel Committee report read, recommending the use of the remaining balance of project #90099-17 and that the City Manager be authorized to do all things necessary to sign change order #3 with Red Thread Spaces, LLC for contract #02-17-17 for an amount not to exceed \$8,709.83. A motion by Councilor Jacobs to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

CITY MANAGER COMMENTS

The City Manager informed the City Council that she attended a meeting on November 29th about economic development and workforce shortage that was hosted by the Chamber of Commerce. In addition, she and the Mayor have been visiting business in the community and trying to get a sense of what kinds of things they may be struggling with and how the City may be able to assist them. The theme has been about workforce issues and she is working with the Keene State on how to address these issues.

RENEWABLE ENERGY ADVOCACY LETTERS TO NH LEGISLATURE – CITIES FOR CLIMATE PROTECTION COMMITTEE

A memorandum was received from Cities for Climate Protection Committee recommending the City Council send a letter of support/comment to the New Hampshire (NH) legislature regarding HB 592 to: 1. Support NH remaining in Regional Greenhouse Gas Initiative (RGGI); 2. Oppose moving the RGGI funding from 20% energy efficiency programs to 100% bill-payer rebates; and 3. Increase the percentage of RGGI funds that go towards energy efficiency project/program funding to 100%, or at the very least, to maintain the percentage at its current 20%. The Cities for Climate Protection Committee also recommends the Keene City Council send a letter of support/comment to the NH legislature regarding HB 114 to encourage retaining the prior language of the bill raising the renewable energy standard in 2018 from 6% to 15%. The memorandum was referred to the Planning, Licenses and Development Committee.

ALLOCATION FROM THE LAND USE CHANGE TAX FUND TO THE MONADNOCK CONSERVANCY FOR LAND ACQUISITION – CONSERVATION COMMISSION

A memorandum was received from Conservation Commission recommending the City Council allocate \$25,000 of the Land Use Change Tax Fund for the purposes of providing financial

support to the Monadnock Conservancy in its efforts to acquire 130 acres in northeast Keene and 50 acres in Gilsum from Patricia Lake for permanent conservation, pending City staff approval of independent land assessment from the Conservancy. The memorandum was referred to the Finance, Organization and Personnel Committee.

ACCEPTANCE OF DONATIONS TO THE LIBRARY RENOVATION PROJECT THROUGH THE CITY'S LIBRARY RENOVATION TEMPORARILY RESTRICTED CITY TRUST FUND

Before considering the memorandum, the Mayor recognized Jack Dugan, Executive Director of the Monadnock Economic Development Corporation for an update on the library project.

Jack Dugan, Executive Director of the Monadnock Economic Development Corp. reported that the library property has been fenced off and the demolition has started. The final model on the financing has been completed, documents were being signed and the formal closing on the entire project was scheduled for December 14. He continued that now that the final financing model was in he would like to present a final tally on the cost of the project and use of the various funds sources.

The approximately 13.5 M project includes soft costs and hard costs for the purchase of the former Pond Mansion/Heberton Hall property, the construction of a connector between the two buildings and the purchasing equipment to be used by library. The funding sources included a \$2,000,000 direct loan from the City, a \$2,500,000 loan from the city which represented the appraised value of the property, \$4,884,800 in donations from community members and \$4,360,200 as the net proceeds from the new market tax credits. Mr. Dugan continued that this public private partnership reflected approximately 1/3 of the funds from the City, 1/3 of the funds from the community at large and 1/3 from the new market tax credits, which MEDC was pleased to facilitate.

The use of the funds would have the \$2,000,000 and the \$2,500,000 loan and \$4,469,800 of private donations being lumped together into a loan to the investment fund that would fund the project. The remaining \$415,000 in donations would be invested as the "sponsor equity" from MEDC and the \$4,360,200 from the tax credits would be injected into the project as well.

Mr. Dugan concluded his report that stating this has been a tremendous project and he cannot believe the community contributions raised in such a short amount of time. MEDC was pleased to be able to bring the tax market credits to bear.

Finally, Mr. Dugan noted that at the closing they would be reimbursing the City \$560,000 for the architectural work done to date. MEDC will be assuming the construction administration and oversight of the project from the point of closing. The Mayor thanked Mr. Dugan for his presentation.

Referring to the memorandum from the Library Board of Trustees, Councilor Jacobs moved to suspend the Rules of Order to allow action upon the memorandum. On roll call vote, 14 Councilors were present and voting in favor. Councilor Greenwald was absent. The Clerk noted that earlier in the evening she had received a request from the Library Director to update the

amount of donations to the library project to reflect the latest donations. She would be reflecting the updated amount in the recommendation. She continued that a memorandum was received from Ken Jue, Chair Board of Trustee Finance Committee, recommending the City accept donations of \$160,497.42 listed in the Cambridge Trust November and December list of donors. A motion by Councilor Jacobs to accept the donations was duly seconded and unanimously adopted.

FOP REPORT AND RESOLUTION R-2017-39: RELATING TO SOLE SOURCE PURCHASING – ROCKWELL AUTOMATION – ALLEN BRADLEY – PUBLIC WORKS DEPARTMENT

Finance, Organization and Personnel Committee report read recommending the adoption of Resolution R-2017-39. The report was filed as informational. A motion by Councilor Jacobs for adoption of the Resolution was duly seconded. On a show of hands vote, with 14 Councilors present and voting in favor, the motion carried. Councilor Greenwald was absent. Resolution R-2017-39 declared adopted.

MEMORANDUM & RESOLUTIONS R-2017-41: RELATING TO ADOPTING THE PROVISIONS OF RSA 79-E “COMMUNITY REVITALIZATION TAX RELIEF INCENTIVE”

A memorandum was received from the City Planner along with Resolution R-2017-41. The memorandum was filed into the record. Resolution R-2017-41 was referred by the Chair to the Planning, Licenses and Development Committee.

RESOLUTION R-2017-43: IN APPRECIATION OF GINGER HILL UPON HER RETIREMENT

Resolution R-2017-43: In Appreciation of Ginger Hill Upon Her Retirement and Resolution R-2017-43 was read by title only. A motion by Councilor Jacobs for adoption of the Resolution was duly seconded. The motion carried with a unanimous vote in favor.

ADJOURNMENT FOR COLLECTIVE BARGAINING

At 8:20 PM, the Mayor adjourned the Council meeting for the purposes of collective bargaining strategy. Attorney Tom Claussen and Human Resources Director, Elizabeth Fox were invited to remain. At 8:39 PM the Council reconvened.

On motion by Councilor Jacobs, voted unanimously to authorize the City Manager to do all things necessary to execute the negotiated contract with Keene Police Officers Association ATF Local #6246, AFT-NH, AFL-CIO to be effective July 1, 2017 through June 30, 2021.

12/7/2017

NON-PUBLIC SESSION

At 8:40 PM, a motion by Councilor Jacobs to go into non-public session for the purposes of discussion of a personnel matter under RSA 91-A:3 II(a) and litigation under RSA 91-A:3 II € was duly seconded. On a roll call vote, 14 Councilors were present and voted in favor. Councilor Greenwald was absent. Discussion was limited to the subject matters. The session concluded at 9:22 PM. A motion by Councilor Jacobs to keep the minutes in non-public session was duly seconded. On a roll call vote, 14 Councilors were present and voting in favor. Councilor Greenwald was absent.

ADJOURNMENT

At 9:23 PM, there being no further business, the Mayor adjourned the meeting.

A true record, attest:

City Clerk